

Graduate Faculty Council (GFC)

June 15, 2021

1:30 to 3 p.m.

Meeting minutes

Present: Amy Lee, Alex Galazyuk, Christian Ritter, Jodie Turosky, Julie Aultman, Kris Baughman, Natalie Bonfine, Angelo DeLucia, Nate Flath, Scott Wisneski, Steve Schmidt, Chris Vinyard, Ashley Myer, Matthew Smith, Gabbie Frame, Nona Hose, Phil Jenkinson, Kelly Shrock, Greg Koman, Chelsea Luli

Guests: Carli Toth

Absent: Priya Raman and Vahagn Ohanyan

Agenda Item	Discussion	Action
1. Call to Order	Dr. Schmidt called the meeting to order.	
2. Approval of April 13, 2021 meeting minutes	Dr. Schmidt asked the council if there were any edits or corrections to the minutes from February. Hearing none, he asked for a motion to approve the meeting minutes. Dr. Baughman made a motion to approve the minutes. Dr. Smith seconded the motion. The meeting minutes from the April GFC meeting were approved.	
3. Chancellor's Council on Graduate Studies	<p>Dr. Ritter shared that the next meeting of the CCGS will be on June 18, 2021, which will also be Dr. Ritter's last meeting as he is stepping down as the Vice Dean of the COGS effective June 30, 2021. His last day at NEOMED will be July 31, 2021.</p> <p>Dr. Schmidt thanked Dr. Ritter for his service as Vice Dean. He shared with the council that he is currently in conversations with other faculty about filling Dr. Ritter's position as Vice Dean.</p>	
Additional item	Dr. Schmidt shared with the council that many GFC members have terms that are expiring at the end of June. He has asked some to renew their terms and some have agreed, some have not. He thanked those who have renewed to serve another term. He also thanked those who did not renew for their service.	
4. Old business a. Updates regarding new programs/programs under development	<p>Dr. Schmidt provided updates to new programs and those under development.</p> <p>MMSA – Nate Flath is the new program director of the MMSA program. An MOU has been signed with Ohio State University as an academic partner for the program. Students can enroll using a common application. The MMSA website is now live. The first cohort of students will start January 3, 2022.</p> <p>MLHSS – As of last Friday, Dr. Langell received notification from the HLC that they had approved NEOMED's substantive change request. The goal is to enroll students beginning in August 2021. Vivien Von Gruenigen will be the program director.</p> <p>The Health Research Certificate is open for enrollment in the Fall. There is much interest in the program.</p>	
b. Translational Research discussion update	Dr. Smith updated the council regarding the development of a translational research course at NEOMED. He has been having on-going conversations with NEOMED's clinical partners and	

	has been working with Drs. Jennifer Eaton and Bo Chopko regarding course development and delivery.	
c. Dual Enrollment for PharmD and CCGS, GFC and HLC	Dr. Ritter provided background to the council regarding the dual enrollment of PharmD students in COGS courses. Most PharmD students do not have a bachelor's degree as it is not a requirement of enrollment into the College of Pharmacy. This makes it difficult for them to be accepted into graduate programs because most COGS' programs require a bachelor's degree. The CCGS gave unanimous consent that this would be allowed at NEOMED. The HLC is waiting to see how this will be operationalized within the curriculum. The target date to be able to enroll COP students in COGS programs is the Fall of 2021.	
d. Allowing COGS students to take a COM radiation exam in cross-over courses	Dr. Vinyard shared with the council that after talking with Dr. Julie Aultman and Registrar Katherine Miranda it is best to hold off on this request. There is a plan in place for now.	
e. MPH Certificate update	Dr. Lee shared with the council that the MPH certificate tracks need to be approved by all universities in the consortium. Program coordinators from each university will meet to discuss marketing the programs. Dr. Ritter suggested someone discuss the issue of financial aid for certificates with Michael Kempe.	
5. New Business	Dr. Schmidt shared that Dr. Bill Lynch will serve as the COGS representative to the University's Mental Health Committee.	
a. New COGS representative to the University's Mental Health Committee		
b. Utilizing AIMS for GFC voting	Kelly Shrock asked the council members if they like the process for voting on the AIMS site. Members do like voting electronically but would appreciate email reminders when there are items to vote on. It was suggested to have faculty appointments voted on 3-4 times per year instead of in real time as they are currently. Kelly shared that Canvas has more capabilities than AIMS regarding reminders. The GFC site in Canvas is ready to go. The August meeting materials can be posted to Canvas.	
c. Global Health Certificate suspension	Dr. Schmidt informed the council that the Global Health certificate program has been suspended. The certificate program was developed several years ago as a collaboration with Kent State University (KSU). KSU pulled out of the program and NEOMED tried to continue the program, but it did not enroll. Students are still able to have international opportunities through independent studies. If the interest grows in the future, the program can be revisited.	
d. Program Director bi-monthly meetings	Dr. Schmidt received a suggestion to have a meeting of program directors every other month, opposite of GFC meetings. The first meeting will be scheduled in July and will be used to discuss preparation for the next HLC site visit in 2023.	
e. Course closures before add/drop	Dr. Aultman would like to create a policy regarding course closures. She asked the council when courses should be able to be closed based on low enrollment. A student was able to enroll in a course that had been closed. She is suggesting one week before a course's start date give the faculty member teaching the course a heads-up that it may be closed due to low enrollment. Confirm that with the faculty member the Friday before the course starts. Use the drop/add period to get students into different courses. Dr. DeLucia suggested letting the outside faculty teaching the	

	<p>course have input into the decision.</p> <p>Phil Jenkinson stated that all enrollment needs to be looked at across the board and try to determine the reason for low enrollment in courses. For example, do students just want a break or are there too many course offerings?</p> <p>Dr. Lee asked if the new policy would apply to all programs. Dr, Aultman said it could if it would be useful.</p> <p>Dr. Aultman will develop a policy draft for closing courses one-week before the course begins.</p>	
Extra item: 2022-2023 Academic Calendar	<p>The 2022-2021 academic calendar was distributed to the council for review. Carli Toth asked the council to pay special attention to start and end dates, drop/add dates, Maymester dates, and program-specific dates.</p> <p>Dr. Schmidt asked the council to review the calendar and send revisions to Kelly Shrock by one week from today.</p>	
6. Program Reports a. IPM	<p>Dr. Smith shared there will be four new students beginning in the Fall (three PhD and one Master's). this will bring the total enrollment for IPM up to ten. The program is planning a faculty update for IPM in July and a program-specific orientation in August.</p>	
b. MAS	<p>Dr. Vinyard shared there are currently thirteen new students beginning in the Fall. He intends to solicit capstone projects more broadly this year.</p>	
c. MPH	<p>Dr. Lee shared there are ten total for generalist admissions, six for the RDN program and one 4+1 student. The program's Spring celebration was June 1. The program will do individual orientations for students.</p>	
d. BMS	<p>Dr. Young shared there are eleven new students starting in the Fall. Ernie Freeman is stepping down as the Director of the program at KSU. Drs. Lique Coolen and Eric Mintz will be interim co-directors of the program until a new director is identified.</p>	
e. HSPA	<p>Dr. Wisneski shared there are six new students beginning this Fall for a total of twelve students in the program. KSU is also moving from Blackboard to Canvas.</p>	
f. Ethics	<p>Dr. Aultman shared that the MEH program has enrolled one student this summer and there will be one additional student admitted for Fall. The Research Certificate will enroll one pharmacy student in the Fall.</p>	
g. MMSA	<p>Nate Flath shared the MMSA program is going through the process of accreditation, and he hopes to be able to enroll students soon.</p>	
g. Program Coordinator update	<p>The coordinators will be at the meeting in July with the program directors. Program directors need to be thinking about Spring 2022 courses which are due August 1.</p>	
Open discussion "parking lot" items	<p>Dr. Schmidt shared that the format of the GFC meetings moving forward will be hybrid, utilizing Zoom and in-person.</p>	
The meeting was adjourned.		